



Kingsteignton Town Council

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Mayor's Charity 2019/2020

#DoltForDeaks

A project to end the stigma around
mental health and suicide

Kingsteignton Town Council has declared a Climate Emergency

4 June 2020

To Members of Kingsteignton Town Council

You are hereby summoned under the Local Government Act 1972 Sch.12s.10 to attend a Virtual Meeting by Zoom of the Full Council meeting of Kingsteignton Town Council on **Wednesday 10 June 2020 at 6 pm**

Carol Lakin
Town Clerk

FULL COUNCIL MEMBERS:

Mayor: Councillor D Rollason

Deputy Mayor: Councillor B Austen

Councillors: R Bovey, A Brotherton, T Dempster, K Jones, A Khan, I Laws, R Peart, S Plummer, D Ripping, J Scagell, B Thorne

VM48/2020 Apologies

VM49/2020 Declarations of Interest

VM50/2020 Minutes from meeting 27 May, 2020

VM51/2020 County Councillor Report

VM52/2020 District Councillor's Reports

VM53/2020 Police Report

VM54/2020 Clerk's Report

VM55/2020 Update on COVID 19 (including information from the Government Website)

VM56/2020 Finance Report – Mr Banner, Finance Officer

VM57/2020 To discuss the structure of future Town Council meetings – report to follow

VM58/2020 To discuss and approve Remote Meetings Protocol and Procedures – Amendments to Standing Orders – copy attached

VM59/2020 Letter from Lord-Lieutenant of Devon - To discuss and nominate significant individual deserving of national recognition as part of the Queen's Birthday Honours, to be released in the autumn, to capture and recognise those making exceptional efforts in support of our communities in the face of the challenges of recent months. (Letter attached

VM60/2020 Representatives Reports

CAN COUNCILLORS PLEASE EMAIL WRITTEN REPORTS TO THE TOWN CLERK PRIOR TO THE MEETING FOR CIRCULATION TO COMMITTEE MEMBERS SO THEY CAN BE TAKEN AS READ AT THE MEETING.

Ball Clay Heritage

CAB

Climate Emergency

CPRE

Devon Association of Local Council

Feoffees

Friends of Kingsteignton Library

Hackney Marshes

Kingsteignton School

Kingsteignton Youth Centre

Outdoor Bowling Club

Oakford Lawn (Kingsteignton Village Trust)

PCC

Parish Tree Warden

Ram Roast Fair

Rydon Primary School

St Michaels Primary School

Sibelco

Stover Canal Trust

Swimming Pool Association

Teign Estuary & Coastal Partnership

Teign School

Teignbridge Association of Local Councils

Teignbridge Cycling Forum

Twinning Association

Viridor

Cllr Thorne

Cllr Peart

Cllr Khan

Cllr Khan

Mrs Lakin

Cllr Peart

Cllr Dempster

Cllr Brotherton

Cllr Scagell

Cllr Rollason

Cllr Peart

Cllr Jones

Cllr Thorne

Cllr Austen

Cllr Dempster

Cllr Ripping

Cllr Peart

Cllr Peart

Cllr Ripping

Cllr Scagell

Cllr Dempster

Cllr Peart

Cllr Plummer

Cllr Bovey

Cllr Khan

Cllr Thorne

VM61/2020 Reports:

REPORTS TO BE EMAILED TO THE CLERK PRIOR TO THE MEETING FOR CIRCULATION TO COMMITTEE MEMBERS. TO BE TAKEN AS READ AT THE MEETING

- Old Rydon Inn
- KingsCare
- Newton COVID 19
- CVS

VM62/2020 To consider request received from Tiny Toes for Signage to be placed outside the Community Hall to advertise the pre-school – information provided with your Community Hall/Recreation Agenda dated 18 March 2020

VM63/2020 To consider replacement of the Council garage pedestrian door and the door for the Tiny Toes pre-school storage facility at the rear of the garage. (Both are made of wood and have rotted)

VM64/2020 Kingsteignton Swimming Pool – Copy of Information received from the Pool showing their projected outgoings. (This was requested following the meeting on 13 May, 2020 when both KYC and KSP were contacted and asked to provide the council with an impact analysis and recovery plan following this pandemic, before the issuing of their £14,000 grant from the Council)

VM65/2020 Date for next meeting

VM58/2020 To discuss and approve Remote Meetings Protocol and Procedures – Amendments to Standing Orders – copy attached

REMOTE MEETINGS PROTOCOL AND PROCEDURES AMENDMENTS TO STANDING ORDERS

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 allow local councils to hold remote meetings. The regulations give automatic authority to hold remote meetings and amend standing orders as required.

These regulations remain in force until 7 May, 2021, or earlier if repealed, and require a number of temporary changes to Standing Orders.

General

This Protocol and Procedures should be read in conjunction with the Council's Standing Orders.

The Regulations made under s78 of Coronavirus Act 2020 apply and where there is a conflict between these and any other adopted standing orders or legislation, these Remote Meetings procedures take precedence in relation to any remote meeting.

1. Annual Meeting

- a. The requirement to hold an Annual Meeting of the Council is to be disregarded and prior to 7 May, 2021 may only take place
 - Where called by the Mayor or
 - Following a resolution calling for an annual meeting being passed at an ordinary or extra ordinary meeting of the council

2. Access to Information

- a. Where a document is required to be “open to inspection” this shall include published on the website of the council

- b. Where a document is required to be published and made available at the council's offices, this shall include published on the website of the council
- c. Where there is requirement to publish information including public notices, agendas, minutes, background papers and written reports, this shall include published on the website of the council

3. Remote Access to Meetings

- a. The definition of meeting within the Council's standing orders is amended so that:
 - "place" includes where a meeting is held, or to be held in more than one place including electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers
 - "open to the public" includes access to the meeting by remote means including video conferencing, live webcasting and interactive streaming
 - Where a meeting is accessible to the public through remote means, the meeting is open to the public whether or not members of the public are able to attend the meeting in person
- b. If the Council becomes aware that its technology has failed, and the meeting is no longer accessible to the public, the meeting shall be adjourned
- c. If public access cannot be restored within a reasonable period, the remaining business shall be deferred to a future meeting

4. Councillors in Remote Attendance

- a. A councillor in remote attendance is present and counted for the purposes of the quorum when they can:
 - Hear and where practicable can see other members of the council
 - Hear and where practicable see member of the public wishing to participate during the public session of the meeting or as invited by the Mayor
- b. A councillor in remote attendance will be deemed to have left the meeting where, at any point in time during the meeting, any of the conditions for remote attendance at 4a are not met.
- c. Subject to 4b the Mayor may if appropriate
 - Adjourn the meeting to permit conditions for remote attendance to be re-established
 - Count the number of councillors in attendance for the purpose of the quorum

5. Remote attendance by members of the public

- a. A member of the public is in remote attendance when they can:
 - Hear and where practicable see and so be heard and where practicable be seen by member of the council at the meeting

- Hear and where practicable see and so be heard and where practicable be seen by other members of the public attending the meeting including those wishing to speak during the public session or as invited by the Mayor
- b. A member of the public in remote attendance will be deemed to have left the meeting where, at any point in time during the meeting, any of the conditions for remote attendance at 5a are not met
- c. Subject to 5b the Mayor may, if appropriate
 - Adjourn the meeting to permit conditions for remote attendance to be re-established
 - Vary the order of the agenda or complete the remaining business of the meeting in the absence of the member of the public in remote attendance

6. Remote Voting

Unless a recorded vote is demanded, the Mayor will take the vote by

- a. Confirmation of the meeting that there is agreement, OR
- b. A roll call and the number of votes for or against the motion or amendment or abstaining will be recorded

7. Code of Conduct – councillors excluded from the meeting

Where a councillor is required to leave the room as a requirement of the Council's code of conduct, the means of remote attendance and access will be severed whilst any discussion or vote take place

8. Exclusion of the press and public

Where the council has resolved to exclude the press and public from any part of the meeting, due to the confidentiality of the business to be discussed then:

- a. The means of remote attendance and access to the meeting by members of the press and public will be severed
- b. Each councillor present shall declare that there are no other persons present who are not entitled to be (hearing or seeing), and/or recording the meeting.

VM59/2020 Letter from Lord-Lieutenant of Devon

A message from the Lord-Lieutenant of Devon

These are immensely difficult times, but across Devon it has been heartening to see how our communities and organisations have risen to the challenges we have all faced as a result of Covid-19. These challenges are likely to be with us for some time ahead, but I am certain we will get through them with the spirit and sense of teamwork the County has so superbly displayed.

As part of the process of recognition of the national effort Her Majesty has directed that the Queen's Birthday Honours, normally released in June, be delayed until the autumn to capture and recognise those making exceptional efforts in support of our communities in the face of the challenges of recent months.

I know that many in Devon have made a very significant individual contribution and may fall into the category of deserving national recognition. But that will not happen unless others are willing to make the time and the effort to write a nomination, and I would urge you to consider doing so where you think it is appropriate.

The Cabinet Office have created a simplified nomination procedure. The online application form and guidance can be found on their website at:

<https://www.gov.uk/government/publications/covid-19-honours-nomination-form>

I would also urge you to read the Lieutenancy guidance on what a good nomination should contain at:

<https://www.lordlieutenantofdevon.org.uk/helping-you/nominating-someone-for-an-honour/>

In particular, capturing clearly and succinctly the evidence and impact of the exceptional nature of a person's contribution will be key to success. There is likely to be a very high level of strong candidates nationally, and any Devon candidates will have to be particularly deserving and to stand out if they are to succeed. It is important, because of the risk of disappointment, that candidates are not aware of the fact that they are being put forward. If more detailed advice is needed then please contact the Lieutenancy Office: email lieuten@devon.gov.uk or ring 01392 383042, and we can arrange for you to speak to someone to assist.

I know there will be many others in our communities who have made astonishing efforts as individuals or as part of organisations, but whose contribution is perhaps not quite at national honours level. I hope perhaps we will get a chance to recognise them and indeed those who are put forward for national recognition but are not successful, at County level in some way. We are always keen to hear of them in case there is any way that we can acknowledge or thank them for their extraordinary commitment to the County and its people which we hope that they will continue to give in the months ahead.

VM64/2020 Kingsteignton Swimming Pool

Kingsteignton Swimming Pool - Projected outgoings - 1st April 2020 - 31st March 2021					
Item	Quote	Invoice	Monthly	Quarterly	Annual
Female Shower Flooring	£1,104.00				£1,104.00
Towergate Pool Insurance		£2,921.69			£2,921.69
Electricity			*£50.00		£600.00
Water				*£50.00	£200.00
Pool Chemicals			*£140.00		£1,680.00
Telephone			*22.48		£269.76
Barclaycard - Card payments			*£20.00		£240.00
Payzone			*£20.00		£240.00
Wemco - Boiler Maintenance contract		£238.38			£238.38
Replacement Plant room external doors	£300.00				£300.00
Pool Covers - Repairs	£1,000.00				£1,000.00
					£8,793.83

*Estimated cost

All prices include VAT

Business Rates -Annual £768.00 - Covid-19 2020 relief - **£768.00**

Business Grant - Covid 19 2020 - **£10,000.00**